

Employee Memorandum of Understanding

Memorandum of Understanding

Procedures

&

Employee Policies

The purpose of this letter is to clarify the requirements of Pain 2 Wellness employees as it relates to patient care and to outline the proper procedures for patient education. Each new patient will be required to follow a certain process to ensure that the quality of care provided is uniform. Therefore each employee will be required to study, comprehend, and completely administer the "4-Day" new patient process. Each employee should watch the youtube video provided

<https://www.youtube.com/playlist?list=PLPDTfhmQEWZzB8ulyMxlr7pjW6hbzwcF>,

take notes on each days procedure, record themselves articulating the procedure, and then role play with other employees and supervisor prior to attempting to administer the 4-Day procedure on P2W patients.

By signing this Memorandum of Understanding I agree to adhere to the Policies and Procedures set forth in this document. Which include but are not limited to the following:

1. Review ALL video links in 4-Day procedure
<https://www.youtube.com/playlist?list=PLPDTfhmQEWZzB8ulyMxlr7pjW6hbzwcF>
2. Take notes on each days procedure
3. Record myself on audio file and email to Winston@carhee.com each Day of the 4-Day
4. Role Play with employees and supervisor to prove competent proficiency

I also understand that if I do not comply with these office Policies I jeopardize my employment with Pain 2 Wellness Center and forfeit any additional compensation.

March 4, 2026

Date



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